

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP
JANUARY 4, 2010**

DIRECTORS PRESENT

Mike Safranski, Committee Chair
Matt Disston, Committee Member

STAFF PRESENT

Don Chadd, General Manager
Sharon E. Smith, Secretary/Treasurer
Teresa Teichman, Assistant to the General Manager

PUBLIC PRESENT

No members of the public were present.

CALL MEETING TO ORDER

Committee Chair Safranski called the January 4, 2010 Executive Committee Meeting to order at 7:05 a.m.

VISITOR PARTICIPATION

Public comments were announced. No comments were received.

ORAL COMMUNICATION

Oral communication was announced. No comments were received.

COMMITTEE MEMBER COMMENTS

There were no comments.

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REPORT FROM THE GENERAL MANAGER

Mr. Don Chadd, General Manager, stated that a new employee began employment with the District on January 4 in the position of Senior Meter Reader. He also noted that the vendor for the file server maintenance has been changed.

Mr. Chadd discussed the water shutdown for maintenance purposes by the Metropolitan Water District of Southern California (MET) that will occur in late January of 2010, noting that an article relating to the shutdown will be included in the January issue of *On Tap*. A follow up letter to the article requesting water conservation during the shutdown will be sent to all District customers.

BOARD AGENDA MATTERS

ITEM NO. 1) EXECUTIVE COMMITTEE MEETING RECAP

The November 2, 2009 Executive Committee Meeting Recap was presented to the Committee.

Executive Committee Recommended Action: Receive and file the November 2, 2009 Executive Committee Recap. (Consent Calendar)

ITEM NO. 2) DISCUSSION RELATING TO PENDING/FUTURE BOARD AGENDA TOPICS

Mr. Chadd distributed a spreadsheet relating to Board topics for the months of January 2010 through March 2010. The Committee and staff discussed the topics.

Rose Canyon and Lang Well Upgrades

Mr. Chadd stated that a ground breaking ceremony for the commencement of the well upgrades construction will be planned for February 5, 2010.

Currently the well upgrades project does not have a name; the matter will be brought before the Finance/Audit and Engineering/Operational Committees. Mr. Chadd recommended that the project be named after a local geographical feature.

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Mr. Chadd noted a previous well project, named the G. M. Bauer Water Treatment Plant, was not built due to California Department of Public Health requirements.

CFD Investments

A meeting will be arranged among President Safranski, Mr. Chadd and legal counsel regarding this matter.

District Tour

A District tour will be scheduled in March, weather permitting, for the Board and staff members.

DISCUSSION MATTERS

**ITEM NO. 3) DISCUSSION RELATING TO CALIFORNIA DROUGHT AND
WATER CONSERVATION EFFORTS**

Mr. Chadd provided a brief status report relating to this matter, including more specific information on the MET shutdown. The District will be taking water from Irvine Lake during the 8-day period and should have sufficient supply to serve customers during that period as the demand is only two cubic feet per second during the cool weather.

**ITEM NO. 4) REVIEW STATUS OF EXISTING CONTRACTS FOR
PROFESSIONAL SERVICES**

Mr. Chadd provided a recap of a number of the service contracts. Synoptek will now be providing the monthly network maintenance and monitoring service. iWater has completed adding the meters in the core of the canyon to the GSI system. The service provided by the uniform supplier, Cintas Corporation, is going smoothly. Two new meter reading wands were purchased from Sensus Metering Systems.

At the request of Committee Member Disston, a listing will be provided of all the mandated fees and permits that the District pays annually. Additionally, recurring fees, i.e., encroachment permits, will be listed.

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LEGISLATIVE MATTERS

**ITEM NO. 5) REVIEW OF LOCAL GOVERNMENTAL AND LEGISLATIVE
INFORMATIONAL ITEMS**

Discussion took place concerning the Municipal Water District of Orange County (MWDOC) governance issues. MWDOC furnished potential initiatives relating to its proposed 2010/2011 budget and has requested suggestions and input from its member agencies. Conversation occurred concerning MWDOC's justification for its reserve level. Committee Member Disston discussed his recent meeting with other south county agency Board members and MWDOC Board members. Mr. Chadd will be meeting with General Managers from south county agencies in mid-January and will provide information to the Board.

OTHER MATTERS

**ITEM NO. 6) REPORT OR COMMENTS FROM THE GENERAL MANAGER
AND/OR STAFF**

No additional report was provided.

ADJOURNMENT

Committee Chair Safranski adjourned the January 4, 2010 Executive Committee Meeting at 7:45 a.m.